

PARKING AUTHORITY OF THE CITY OF LANCASTER, PENNSYLVANIA

Minutes for the Regularly Scheduled Board Meeting held

October 24, 2024

The Lancaster Parking Authority (LPA) held its regularly scheduled board meeting on Thursday, October 24, 2024, at 8:02 AM at the LPA Administrative Offices at 30 W. Orange Street, Lancaster, PA.

Members Present: Mark Reinmiller, Chair; Kyle Sollenberger, Vice-Chair; Megan Ryan, Treasurer; Phillip Cabassa, Secretary; and Sheldon Weaver, Assistant Treasurer/Assistant Secretary.

Members Absent: None.

Also Present: Larry Cohen, LPA Executive Director; Ibrahim Aman, LPA Director of Operations; Elizabeth Kraft, LPA Director of Administration; Keith Radevic, LPA Director of Finance; Joan London, Esq., LPA Solicitor; and Maria Lapp, LPA Accounting Manager.

Public in Attendance: Don Main, Marotta Main Architects, Lancaster, PA; Kelsey Gibson, Marotta Main Architects, Lancaster, PA; and Bernie Harris, City Clerk for the City of Lancaster.

Public Comment: None.

Approval of the Minutes

The meeting was called to order by Mr. Reinmiller at 8:00am. Minutes from the September 26, 2024 Board meeting were reviewed by the Board. A motion was made to approve the September 26, 2024 minutes. All Board members present approved the motion.

Finance

Mr. Radevic presented the September 2024 Board financials including the financial highlights, financial statements, and balance sheet. Mr. Radevic explained that meter and garage revenue is up by an average of 13% on the year with enforcement revenue decreasing slightly. Mr. Cohen pointed out to the Board that one of the strategic initiatives of the Authority's three-year strategic plan was to decrease enforcement revenue by five percent to prioritize compliance over enforcement.

Economic Development

Mr. Cohen shared that the administration met with the Personnel Committee regarding the 2025 personnel budget to discuss the appropriate range for pay increases for the year. The entire draft budget will be presented at the November 2024 Board meeting.

Mr. Cohen announced new car wash and detailing services being offered to customers at the Prince Street Garage. The Authority is working with Spangler Auto of Manheim, PA to offer those services to all monthly parkers and the general public beginning on November 5, 2024.

Mr. Cohen updated the Board on the Authority's role in the City's redesign of the Residential Parking Permit program, which will be discussed at the next Traffic Commission meeting. The Authority is also working with the City to develop a city-wide EV charging infrastructure plan.

Mr. Cohen introduced Mr. Main and Ms. Gibson with Marotta Main Architects in Lancaster, PA who presented information on the design phase for the Prince Street Garage office renovation. The plan is to provide several storefront spaces for lease and to renovate LPA maintenance office space. Mr. Cohen

shared that the Authority will be presenting the project to the CRIZ Board in December to explore potential funding for the project.

At the conclusion of the presentation for the Prince Street Garage office renovation, Mr. Reinmiller made a motion authorizing the budget for the Project not to exceed \$2 million. The motion was seconded by Ms. Ryan. All Board members present approved the motion.

A motion was made by Mr. Reinmiller to go into executive session at 8:31 AM to discuss a matter of litigation filed in the Lancaster County Court of Common Pleas at Docket No. CI-23-03810 and return to the public meeting after discussion.

The Board returned to public meeting at 8:52 am at which time Mr. Sollenberger made a motion to approve the settlement agreement reached in the litigation of the matter filed in the Lancaster County Court of Common Pleas at Docket No. CI-23-03810. The motion was seconded by Ms. Ryan. All Board members present approved the motion.

Mr. Reinmiller made a motion to adjourn the meeting. Mr. Cabassa seconded the motion. Meeting adjourned at 8:54am.

The next board meeting is scheduled for Thursday, November 21, 2024, at 8:00 AM in the LPA Administrative Offices located at 30 West Orange Street, Lancaster, PA 17603.

Respectfully submitted,



Phillip Cabassa, Secretary

SHELDON WEAVER ASST. SEC